Board Meeting Minutes

June 2, 2015 – 1:00 PM-3:00 PM
AG's Conference Room, 17th Floor
State Capitol

- Meeting called to order at 1:02 pm
- Attendance:
  - o Board Members Present: Mike Ressler, Dallas Carlson, Tom Trenbeath, Brandon Solberg, Russ Buchholz, Sally Holewa, Amy Vorachek, Kara Schmitz-Olson (phone), Keith Schroeder (phone), Bonnie Storbakken
  - o Board Members Absent: Mike Lynk, Rick Majerus
  - o Visitors Present: Dan Sipes, Larry Zubke
  - o ND CJIS Staff Present: Molly Brooks, Heidi Smith
- Agenda Approved
- Motion to approve minutes from prior meeting minutes: Russ Buchholz; second: Sally Holewa; unanimous approval
- 2015-2017 ND CJIS Legislative/Budget Update:
  - o Attorney General Wayne Stenehjem provided an ND CJIS legislative/budget update:
    - ▪ The legislature approved the Governor's budget plus $230,000 for LERMS to be provided without cost to law enforcement and correctional facilities; $330,000 for STARS to be provided without cost to state's attorneys; and 1 FTE business analyst with contractor assistance.
    - ▪ The ND CJIS Board is transitioning to an advisory board. The Office of the Attorney General will continue to rely heavily on the expertise of the board.
    - ▪ Special thanks to Tom Trenbeath, Senator Ralph Kilzer, Representative Bob Skarphol for their assistance and expertise.
  - o Discussion
    - ▪ Tom Trenbeath acknowledged Molly Brooks for her preparation and availability to assist.
    - ▪ Molly Brooks expressed her gratitude to Wayne Stenehjem, Tom Trenbeath, Kathy Roll, and the members of the ND CJIS Board for their expertise and assistance.
    - ▪ Sally Holewa recognized the accomplishments, noting that in particular funding for STARS and LERMS will be transformative for criminal justice information sharing.
    - ▪ Keith Schroeder asked about the re-appointments to the board. Tom Trenbeath clarified that these will be coming from the Office of the Attorney General.

- ND CJIS Portal Access Appeals:
  - Bryan Nagel Presentation & Discussion-
    - Dallas Carlson provided background.
    - Bryan Nagel provided more detail and answered questions.
    - Foster County Sheriff Ian Mattice provided background information, answered questions, and expressed support for access.
    - Motion to approve Bryan Nagel's ND CJIS Portal access: Sally Holewa; second: Kara Schmitz-Olson; roll call vote:
      - In support of granting access: Russ Buchholz, Dallas Carlson, Sally Holewa, Kara Schmitz-Olson, Keith Schroeder, Brandon Solberg, Amy Vorachek, Mike Ressler
      - Against: Tom Trenbeath
    - Motion carried, and Bryan Nagel was granted ND CJIS Portal access.
  - Jason Lux Presentation & Discussion:
    - Dallas Carlson provided background.
    - Jason Lux provided detail and answered questions.
    - Lamoure County Sheriff Bob Fernandes spoke in support of access for Jason Lux.
    - Motion to deny Jason Lux's ND CJIS Portal access: Tom Trenbeath; second: Dallas Carlson; roll call vote:
      - In support of denying access: Russ Buchholz, Dallas Carlson, Keith Schroeder, Brandon Solberg, Bonnie Storbakken, Tom Trenbeath, Amy Vorachek
      - Against denying access: Sally Holewa, Kara Schmitz-Olson, Mike Ressler
    - Motion carried, and Jason Lux was denied ND CJIS Portal access.
- Administrative Rules Review: Dallas Carlson stated that the rules will reflect the Board shift from a governing board to an advisory board. The section of the rules regarding access will be changed as well to match with State Radio.
- ND CJIS Brief Status:

- o Molly Brooks and Dan Sipes provided an overview of ND CJIS finances, which appear to be in good shape. Some project funding will be carried over into the coming biennium due to delays in projects, including upgrades and resource constraints.
- o Motorola Project Update: A patch, which performed well in testing, is scheduled to be installed this evening to address the jail lock-up issues. ND CJIS and Motorola are collaborating to develop a more efficient process to address standard support tickets.
- o SAVIN Update: Heidi Smith provided a brief update on interface issues and recent improvements in quality.
- ND CJIS 2015-2017 Biennium Planning
  - o Discussion of Operational Goals: Molly Brooks provided an overview of staff operational goals and outlined a plan to tie them more closely to staff job descriptions.
  - o Discussion of Projects: Molly Brooks provided a brief summary of the proposed list of projects and funding sources for the 2015-2017 Biennium.
- Roundtable Discussion of Current Agency Projects –
  - o Tom Trenbeath/Dallas Carlson (Office of the Attorney General): no additional update
  - o Brandon Solberg (Highway Patrol): no update
  - o Russ Buchholz (DOT):
    - Motor Vehicle system upgrade is in progress and includes a project to update the interface with ND CJIS. DOT plans to finish the project by June 30, 2016.
    - DOT plans to have the Mohall radio tower up shortly.
  - o Bonnie Storbakken (Governor's Office): no update
  - o Sally Holewa (Courts): Discussions about a child support interface have started.
  - o Amy Vorachek (DOCR):
    - The Elite upgrade for DOCSTARS was not approved in the session.
    - Officers in Fargo are testing the use of tablets to perform job duties.
  - o Kara Schmitz-Olson (State's Attorney Association): no update

- o Keith Schroeder (Chiefs Association): Devils Lake PD has requested a P1 demonstration.
- o Mike Ressler (ITD):
  - ITD is working on the radio inoperability network initiative, which will address connectivity for public safety officers.
  - On July 9, FirstNet will host a meeting in North Dakota; Mike Ressler encouraged ND CJIS Board members to participate.
- Planning ND CJIS Advisory Board Meetings: Dallas Carlson will become the Chair before the next meeting. There may be a short meeting via conference call in July or August to review the administrative rules. A longer meeting likely will be planned for September.
- Meeting Adjourned at 2:00: Motion to adjourn: Tom Trenbeath; second: Amy Vorachek; unanimous approval